



## LIBRARY COMMISSION MINUTES

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Regular Meeting of Tuesday, August 3, 2004  
Los Altos Main Library  
13 South San Antonio Road, Los Altos, California 94022

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### ROLL CALL

Chairperson Thurber called the meeting to order at 5:30 p.m.

Present: Chairperson Thurber, and Commissioners Gerich, Iskow, Johnson and Dr. Takle Quinn  
Absent: Commissioners McNulty Winkler  
Also Present: Community Librarian Cheryl Houts, County Librarian Melinda Cervantes, Council member Curtis Cole and City Staff Liaison Donna Legge.

### MINUTES

COMMISSIONER JOHNSON MOVED that the minutes of July 6, 2004 be approved as amended. THE MOTION WAS SECONDED BY COMMISSIONER ISKOW AND PASSED UNANIMOUSLY BY VOICE VOTE.

Amendment to community Librarian Report – ~~Cheryl~~ Melinda announced that the California Special Districts Association has included an exemption for libraries from the new ERAF shift and is awaiting approval by the state legislature.

RFID – Stands for Radio Frequency Identification

### PUBLIC COMMENT

Sam Morest addressed the commission regarding the proposed Internet tracking system. Melinda explained that the tracking system is a time management computer software program that will limit the time on the Internet. The length of time has yet to be determined. The program will not monitor use. The software will not be on all computers and time can be reserved. For database research, records will not be maintained more than 24 hours. Implementation is expected in about three months after it has been piloted. This will be implemented to the County system of nine libraries.

## REPORTS

### Cheryl Houts, Community Librarian

Cheryl announced upcoming August events and library attractions and shared various July activities. Cheryl announced that the library survived the Art and Wine festival held on July 10 and 11. Parking is usually a challenge for library patrons as well as visitors of the Art and Wine festival. The library will be apart of the Community Picnic to be held on August 29. The library will host a storyteller, treasure hunt and a display on PEACE. The Peace Pole dedication will also be held on that day. The library will hold normal business hours that day and will have limited parking.

The library has sponsored six regular story times and the summer reading program. The library is working with the History Museum on a City-wide Read program featuring “All the Little Live Things” by Stegner. Staff is working on a grant application for ALA, “Lets Talk About IT” , Jewish Literature Series. Teen Librarian Teresa Parhan has given notice. She has accepted a position at Pleasanton Library.

### Melinda Cervantes, County Librarian

Melinda announced that the budget packet is being prepared for the August 26 meeting. The County will be moving its offices to Los Gatos. Public library hours are being discussed.

### Friends of the Library

The appropriation of funds will be done on August 19. The next used book sale will be on September 10 to 12.

### LALE

Commissioner Takle Quinn announced that LALE is continuing to move toward achieving their goals of gathering funds and educating the public. Commissioner Quinn recommended that the LALE Board of Directors Chair, Graham Wallace, be invited to attend future Los Altos Library Commission meeting to share information.

## NEW BUSINESS

### New Project Ideas

Council member Curtis Cole presented five areas of concern:

1. Public Input on Library Hours – discuss after JPA August meeting
2. What happens when NCLA ends 2010 - \$900 k in reserve – wants the Commission to advise NCLA on what to do with reserves?
3. What are plans for the Endowment? Radio Frequency Identification (RFID) – the Chair appointed Gerich to serve on task force with Takle Quinn as the alternate.
4. Should Library stay in County system or look into City system?

**ADJOURNMENT** - Meeting was adjourned at 6:20 p.m.

Respectfully Submitted by  
Donna Legge, Recreation Supervisor  
Liaison to the Library Commission